



Summer Meals Newsletter

JANUARY 2016

WHILE MOST ARE SETTLING IN FOR WINTER, WE KNOW YOU'RE ALL HARD AT WORK GEARING UP FOR SUMMER!

What's New?

Summer Meals Toolkit

www.fns.usda.gov/sfsp/summer-meals-toolkit

The toolkit has been updated throughout the year to reflect the new best practices FNS collects from State agencies, partners, and sponsors throughout the country.

Look out for PartnerWeb Announcements:

2016 Handbooks - FNS will publish brand-new formatted handbooks this month.

www.fns.usda.gov/sfsp/handbooks

2016 SFSP Reimbursement Rates Notice—

Publishes this month! www.fns.usda.gov/sfsp-reimbursement-rates

Upcoming USDA and Partner Events

January 14th, 2:00 pm EST

USDA-FNS: Planning to Succeed: Management and Administrative Plans in the Summer Food Service Program

<https://cc.readytalk.com/r/ezxvvtu9ahd&eom>

January 7th, 1:00 pm EST

Food Research, & Action Center (FRAC): Serving Meals at Farmers Markets and Incorporating Local Produce into Your Summer Meal Program

http://org2.salsalabs.com/o/5118/p/salsa/event/common/public/?event_KEY=80389

Resources for State Agencies

Proactive planning is key this time of year. The sooner you get the ball rolling, the more effective your efforts will be this spring and summer. Here are some resources to help.

Schedule a State/Local Partner Meeting

Share Our Strength has developed a planning process with resources for preparing a planning meeting. This tool provides the tips, templates and guides needed to host a planning meeting, develop the final plan, and keep collaborators engaged throughout the summer. Visit their website here:

bestpractices.nokidhungry.org/summer-meals/creating-and-managing-plan

Target Outreach Efforts and Resources

www.fns.usda.gov/capacitybuilder

Use the FNS Capacity Builder to identify unserved and underserved areas and reach out to potential sponsors and sites. This is a great tool that can be used in real-time during planning meetings.



Management and Administrative Plans - Due Soon!

Did you know...

Every February 15, State agencies must submit an SFSP MAP to the appropriate FNS Regional Office.

A State's Management and Administrative Plan (MAP) is a legislative requirement, but it provides an opportunity to create a strategic plan that will guide State agency and SFSP partners' efforts to improve and expand summer meals.

Importance of the MAP:

In order to receive State Administrative Funds (SAF) and Health Inspection Funds, the State agency must have an FNS-approved MAP that outlines the use of these funds. SAF funds can be used for Program expansion, including employing personnel, travel, and providing technical assistance to sponsors. States should utilize the MAP to plan how to use SAF funds to strengthen the administration of the SFSP. This could include updating your SFSP website, improving SFSP Information Technology Systems, and procuring web-based training software.

In addition, the MAP is an important planning tool for outreach activities the State may want to do. This should include expansion efforts in rural areas, Tribal territories, and areas with a concentration of migrant workers. The MAP can also include collaborations with State and local partners, strategies for developing partnerships, and efficiently utilizing resources throughout the State.

What should go into the MAP?:

Program regulations at 7 CFR 225.4 require that the MAP include:

- An administrative budget for the fiscal year.
- A plan for use of Program funds, as well as other funds available, to reach children in need. The MAP should take into account expansion efforts.
- A plan for providing technical assistance and training to eligible sponsors in all necessary areas of Program administration and operations.
 - A plan for monitoring and inspecting sponsors, sites, and food service management companies (FSMCs).
 - A plan for timely and effective action against Program violators. The State must have a comprehensive serious deficiency and termination process in place.
 - A plan for ensuring the fiscal integrity of sponsors.
 - A plan for ensuring compliance with FSMC procurement monitoring requirements under 7 CFR 225.6(h).
 - An estimate of the amount of funds that the State may need to pay for health inspections and meal quality tests.



For more information on preparing a Management and Administrative Plan, see the "Management and Administrative Plan" toolkit page: <http://www.fns.usda.gov/sites/default/files/cnd/SMT-MAP.pdf>



Remember to check out this month's webinar on January 14th to learn more about MAPs!